

City of Winslow Job Description

Position Title: Lifeguard
Department: Public Works
Division: Recreation-Aquatics
Reports To: Recreation Manager
Salary Grade: 16
FLSA Status: Non-Exempt

GENERAL PURPOSE

Assure safety of all the patrons in and around the pool facilities. Aid in instruction of various swimming lessons including but not limited to the following: 1) Beginning Swimming, 2) Intermediate Swimming, 3) Basic, 4) Parent Tot, 5) Pre-School Rescue. Communicates effectively with pool staff and patrons, and performing necessary tasks to rescue or aid any person in need. This position is an at-will temporary part-time position per the Winslow Municipal Code Section 3.16.020.

SUPERVISION EXERCISED:

Exercises close supervision over all patrons in and around pool facilities

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned. This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned. For a listing of essential job functions, see the recruitment bulletin at time of job opening.

Maintain the safety of the public at the city pools.

Supervise assigned areas meticulously.

Work shifts as assigned by supervisor (night work, early mornings and Sundays required)

Responsible for clean-up of area at end of shift.

Participate in all special swimming programs as deemed necessary by pool supervisor

Maintain attendance records at pool

Be able to operate cash flow and make change.

Enforces and adheres to all rules and regulations of the pool.

Is friendly, helpful, and cheerful to all pool patrons and fellow employees in the performance of duties.

Conducts self in a professional manner at all times.

Performs other duties pertaining to the pools as required by those who supervise.

Prevents accidents through the enforcement of policies and rules.

Performs rescue procedures for anyone in trouble.

Resuscitates swimmers as needed, administers proper first-aid to the injured.

Performs in service drills satisfactorily as outlined by pool supervisor.

Maintains the swimming pool and deck, keeps gutters clean and assists in maintaining a clean safe and sanitary facility.

Keeps well groomed at all times.

Helps with extra programs such as Kids Night Out etc.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Minimum Education and Experience

- a) Must have Lifeguard certificate and CPR/ First aid certificate.
- b) Must maintain swimming proficiencies.
- c) Be familiar with current lifesaving techniques.
- d) Must pass lifeguard training.

2. Desired Knowledge, Skills and Abilities

- a) Must be able to communicate and deal with the public in a courteous manner.
- b) Must be able to accept instructions from those who supervise.
- c) Ability to have effective working relationship with employees.
- d) Ability to communicate effectively with the general public.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- A) The employee is required to walk, sit, see, talk or hear.
- B) The employee is frequently required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms.
- C) The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl.

WORK ENVIROMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- A) Work is primarily performed in outside weather conditions.
- B) The noise level is usually noisy.

The duties listed above are intended only as illustrations of the vairous types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer as the needs of the employer and requirements of the job change.

Revision Date: April 19, 2002, June 13, 2007